

City of Milpitas, California

BUDGET CHANGE FORM

| Type of Change | From | | To | |
|--|-------------------|----------|------------------|----------|
| | Account | Amount | Account | Amount |
| Check one: | | | | |
| <input checked="" type="checkbox"/> Budget Appropriation | 391-9518135153999 | \$14,000 | 391-951813574800 | \$14,000 |
| <input type="checkbox"/> Budget Transfer | 390-2940 | \$14,000 | 390-3999 | \$14,000 |

Explain the reason for the budget change:

On December 21st, 2004 City Council approved the purchase and installation of motorized shades for the first floor lobby of the City Hall Complex. This installation will reduce the sun glare for both the City employees and the public transacting business in the lobby area during the winter months. A connection to the existing structural glass support system is necessary for the installation of the motorized shades. One bid was received Mechanical Shade Support System for \$10,214.

In addition to the mechanical shade support system there is electrical work of approximately \$4,000 to wire and energize the system to be done at a later date.

Approve a budget appropriation for \$14,000 from the Redevelopment Agency Tax Increment Fund to the Buildings Improvement Project 8135 for the purchase and installation of motorized shades.

☒ Check if City Council Approval required.

Meeting Date: September 20, 2005

| Itemization of funds, if needed: | | | Amount |
|--|--|--|---------------|
| <div>Requested by:</div> <div>Division Head:</div> <div>Department Head:</div> <div>Reviewed by:</div> <div>Finance Director: <i>m. c. Karl</i></div> <div>Approved by:</div> <div>City Manager:</div> | | | |
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| Date approved by City Council, if required: | | | Confirmed by: |